

CAMDEN COUNTY BOARD OF COMMISSIONERS**Regular Meeting****July 7, 2003****Senior Center Conference Room, Courthouse Complex****MINUTES**

The regular meeting of the Camden County Board of Commissioners was held Monday, July 7, 2003 at 8:00 AM in the Senior Center Conference Room, Courthouse Complex. The following members were present:

Chairman Jeff Jennings
Vice Chairman Samuel K. Shaw, Sr.
Commissioners Melvin Jeralds and J.C. Rountree
County Manager/Clerk to the Board Carl Classen
Deputy Clerk to the Board Ava Murgia

Commissioner Riggs was absent.

Chairman Jennings called the meeting to order. Commissioner Rountree gave the invocation.

Public Comments

Bill Mallette, Mediacom System Manager, reported on an update of services planned by Mediacom. The upgrade of services will start in August and last two (2) weeks with approximately four (4) hours downtime of service. In order to make the citizens aware, Mr. Mallette will provide public advertising format for the Cable Access Channel and in the Camden County Free Press.

Shelton Brickhouse, North River Road, stated he has received a letter from the County regarding parking a truck that exceeds the 35' limit and is parked on a Department of Transportation Right of Way at his property on 109 Roberts Street. Mr. Brickhouse also stated he had so many problems with the neighbors on Roberts Street that he moved to North River Road and is now renting the property to a gentleman that also earns his living from driving a truck.

Dave Parks stated this matter is a Code Enforcement issue and asked Mr. Brickhouse and his tenant to meet and discuss this matter.

Consideration of Minutes

Commissioner Jeralds reviewed the minutes and asked for typographical amendments.

Commissioner Rountree made a motion to approve the minutes of the June 11, 2003 Special Meeting and the July 16, 2003 Regular Meeting as amended. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Consideration of the Agenda

The County Manager asked that the following be added to the agenda: *Item IX. I. Clarification of Mileage Reimbursement.*

Commissioner Shaw made a motion to approve the agenda as amended. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Special Use Permit Application – UDO2003-03-38 – Riggs – Four (4) Lot Plus Residual Minor Subdivision

Commissioner Rountree made a motion to approve the Special Use Permit Application – UDO2003-03-38 – Riggs – Four (4) Lot plus Residual Minor Subdivision from Michael Riggs to create a four (4) lot plus residual minor subdivision located at the intersection of Sandy Hook Road and Sassafras, Shiloh Township as recommended by the Planning Board. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Camden County High School Vital Upgrade Project – QZAB Financing Resolution

On June 16, the Commissioners approved a series of documents relating to the \$2.0 million QZAB financing for the Camden County High School Vital Upgrade Project. The QZAB financing closed as scheduled on June 24 and the funds are now with the County awaiting use as needed in the Project.

One document that was not approved June 16 was a resolution that tied together all of the documents already approved by the Commissioners. Resolution 2003-07-01 serves that purpose. Bond counsel drafted Resolution 2003-07-01 and recommends its approval.

Commissioner Shaw made a motion to *introduce Resolution No. 2003-07-01 Ratifying and Approving the Execution and Delivery of a Second Supplemental Installment Financing Agreement, A Second Modification to the Deed of Trust, and Related Documents in Connection with an Installment Financing For School Improvements*, which was read and copies of which had been distributed to each Commissioner. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Upon motion of Commissioner Jeralds, seconded by Commissioner Rountree, *Resolution No. 2003-07-01 Ratifying and Approving the Execution and Delivery of a Second Supplemental Installment Financing Agreement, A Second Modification to the Deed of Trust, and Related Documents in Connection with an Installment Financing For School Improvements* was passed by the following vote: four (4) ayes and zero (0) noes.

Resolution No. 2003-07-01 Ratifying and Approving the Execution and Delivery of a Second Supplemental Installment Financing Agreement, A Second Modification to the Deed of Trust, and Related Documents in Connection with an Installment Financing For School Improvements as approved reads as follows:

Resolution No. 2003-07-01

A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS RATIFYING AND APPROVING THE EXECUTION AND DELIVERY OF A SECOND SUPPLEMENTAL INSTALLMENT FINANCING AGREEMENT, A SECOND MODIFICATION TO THE DEED OF TRUST, AND RELATED DOCUMENTS IN CONNECTION WITH AN INSTALLMENT FINANCING FOR SCHOOL IMPROVEMENTS

BE IT RESOLVED by the Board of Commissioners (the “Board”) for the County of Camden, North Carolina (the “County”):

Section 1. The Board does hereby find and determine as follows:

(a) The County has heretofore entered into (a) an Installment Financing Agreement, dated as of April 19, 2001 (the “Original Agreement”), between the County and Bank of America, N.A. (the “Bank”), pursuant to which the County financed the renovation and modernization of Camden Middle School (the “Middle School”) and Camden County High School (the “High School”), and (b) a First Supplemental Installment Financing Agreement, dated as of April 3, 2003 (the “First Supplemental Agreement”), between the County and the Bank, pursuant to which the County financed the additional renovations to the High School.

(b) The Camden County Board of Education (the "Board of Education"), the governing board of the local school administrative units in the County, has determined that a need exists for further renovation and modernization of the High School and has requested capital funding therefore (collectively, the "Project").

(c) The Project is hereby approved.

(c) After a public hearing and due consideration, the Board determined that the most efficient manner of financing the Project will be through the County entering a Second Supplemental Installment Financing Agreement (the "Second Supplemental Agreement"), in an aggregate principal amount of \$2,000,000, with the Bank pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended, and Section 1397E of the Internal Revenue Code of 1986, as amended, and the regulations there under. On June 24, 2003, pursuant to the Second Supplemental Agreement, the Bank advanced moneys to the County in the amount of \$2,000,000, an amount sufficient to pay, together with other available funds, the costs of the Project, and the County will repay the advancement in installments (the "Installment Payments").

(d) The Installment Payments will be invested pursuant to a Forward Delivery Agreement (the "Forward Delivery Agreement"), among the County, the Bank and U.S. Bank National Association, as custodian.

(e) In order to secure the performance of the County's obligations under the Original Agreement and the First Supplemental Agreement, the County executed and delivered (a) a Deed of Trust, dated as of April 19, 2001 (the "Original Deed of Trust"), to the deed of trust trustee named therein, for the benefit of the Bank, granting a lien on the site of the Middle School and the High School and all improvements and fixtures located and to be located thereon (the "Mortgaged Property"), and (b) a First Modification to the Deed of Trust, dated as of April 3, 2003 (the "First Modification to the Deed of Trust"), to the deed of trust trustee named therein, for the benefit of the Bank.

(f) In order to secure the performance of the County's obligations under the Original Agreement and the Second Supplemental Agreement, the County executed and delivered a Second Modification to the Deed of Trust (the "Second Modification to the Deed of Trust").

(g) There has been presented to the Board forms of the following documents relating to the transaction hereinabove described:

- (1) the Second Supplemental Agreement;
- (2) the Second Modification to the Deed of Trust; and
- (3) the Forward Delivery Agreement.

Section 2. The Board hereby ratifies and approves the Second Supplemental Agreement, the Second Modification to the Deed of Trust and the Forward Delivery Agreement in the forms presented at this meeting and the actions of the Chairman of the Board and the County Manager to execute and deliver on behalf of the County each of said documents and the actions of the Clerk to the Board to affix the official seal of the County to each of said documents and to attest the same.

Section 3. No deficiency judgment may be rendered against the County in any action for breach of any contractual obligation under the Original Agreement, the First Supplemental Agreement, the Second Supplemental Agreement or the Original Deed of Trust, the First Modification to the Deed of Trust, or the Second Modification to the Deed of Trust, and the taxing power of the County is not and may not be pledged directly or indirectly to secure any moneys due under the Original Agreement, the First Supplemental Agreement, the Second Supplemental Agreement, the Original Deed of Trust, the First Modification to the Deed of Trust, or the Second Modification to the Deed of Trust.

Section 4. The execution and delivery by the Chairman, County Manager, Finance Officer, County Attorney and the Clerk to the Board of such closing certificates, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described above is hereby ratified and approved.

Section 5. The Board again hereby designates its obligations under the Second Supplemental Agreement to be a qualified zone academy bond pursuant to Section 1397E of the Internal Revenue Code of 1986, as amended, and the regulations promulgated there under.

Section 6. This resolution is effective upon its adoption this 7th day of July 2003.

ATTEST:

Jeffery B. Jennings, Chairman
Camden County Board of Commissioners

Carl Classen
Clerk to the Board

(SEAL)

Meter Reading

The County Commissioners have been reviewing whether to continue reading water meters the same way as has been done in the past, install a remote meter reading system, or pay a firm on contract to read meters. Bellwether Management Solutions submitted a contract bid to read water meters; the cost for 1,800 meters is \$0.85 per meter (fixed for first two (2) years of three (3) year contract; limited to 5% increase in third year) plus \$8.000 for hardware and software.

Commissioner Shaw made a motion to accept proposal from Bellwether Management Solutions contingent upon the following:

- A. Bellwether is to provide current client list and County Manager to conduct checks with not less than three (3) of those clients.
- B. Upon satisfactory reference checks, County Manager to direct County Attorney to work with Bellwether to develop three (3) year contract generally as provided for in proposal.
- C. Authorize Chairman, County Manager, Clerk Finance Officer and other County officials to sign and execute all documents necessary in support of contract with Bellwether Management Solutions.

Commissioner Jeralds requested to be excused from voting due to personal interest in Bellwether Management Solutions.

Hearing no objection, Chairman Jennings excused Commissioner Jeralds from voting.

The motion passed with Commissioners Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent and Commissioner Jeralds not voting.

C.R.O.W.N. Kids Program

Sheriff Perry informed the Board the Camden County Sheriff's Office is sponsoring a new program in cooperation with the Juvenile Crime Prevention Council (JCPC), called C.R.O.W.N. Kids, (Children Reaching Our World Now). Sheriff Perry stated this program is a re-structuring of the original JCPC "camp" idea, but which never came about due to poor support from parents of at-risk youth.

The C.R.O.W.N. Kids program is designed for mentoring at-risk kids that need help in building self-esteem, higher school grades, higher goals in life, better self-confidence, and alternative ways of life instead of leading a path of harmful behavior.

This Program will be the administered by the JCPC Grant Coordinator and supervised by the Camden County Sheriff's Office. The C.R.O.W.N. Kids program is designed to instill positive values in Camden County youth and increase parental involvement. Youth will learn the importance of giving back to their community. The youth will interact closely with members of the Camden County Sheriff's Office to help them understand that they are always there to talk to whenever the need may arise.

There are several trips planned this summer including bowling, North Carolina Aquarium in Manteo, and Busch Gardens. Three (3) community projects are planned: sprucing up the yard at the Satellite Office; painting the old Courthouse Fire Station; and, planting

trees at the new recycling center. After completion of the projects, a banquet is planned for the kids as well as the parents.

Ages of youth will be school grades of 6th through 10th grade. After school begins this fall, this program will continue with projects and trips on school days off.

No action required. No action taken.

Use of Towers – Compueasy

A letter of request was received from Calvin Umphlett of Compueasy to use the County's water towers for providing wireless service to businesses and homes. In return for this use of the water towers, Compueasy would provide complimentary wireless service to the County Complex and maintain the existing wireless connection between Pasquotank County and Camden County at no cost.

This is the original oral agreement that later was developed into the broader eCamden Program when grant funds became available. In essence, Mr. Umphlett is asking that the Commissioners proceed on the original agreement.

Calvin Umphlett was present to answer any questions.

Commissioner Rountree made a motion to approve the outline of the oral agreement as described above and in the letter of request received from Compueasy and to direct staff to work with the County Attorney and Mr. Umphlett to draw up the appropriate written agreement for signing and execution by the Chairman, County Manager, Clerk and other County officials as needed and present the written agreement for approval at the July 21 Board meeting. The motion passed with Commissioners Rountree, Shaw and Chairman Jennings voting aye; Commissioner Jeralds voting no; and Commissioner Riggs absent and no Commissioner not voting.

Tax Matters – Authorization to Collect Taxes – 2003 (March Renewals)

Commissioner Rountree made a motion to approve the request from the Tax Administrator for Authorization to Collect Taxes (March, 2003) vehicle renewals. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

The approved Authorization to Collect Taxes is as follows:

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (March Renewals) 2003

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
11,754.67	16,439.64	7,185.31	35,379.62

Witness my hand and official seal this 7th day of July, 2003.

Chairman, Board of Commissioners of Camden County

Attest:

Clerk of Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Tax Administrator of Camden County

Tax Matters – Refunds, Pickups & Releases

Commissioner Jeralds made a motion to approve the following refunds, pickups and releases as submitted by the Tax Administrator. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Brian Malcolm	193.11	Release	Turned Tags In
James Beamon	131.93	Release	Turned Tags In
Gene A. Burgess	162.24	Pickup	Listed in Pasquotank
Michelle Twiford	138.01	Pickup	Listed in Pasquotank
Alva Spencer Jr.	225.81	Pickup	Roll Back Tax

Tax Matters - Appraised Values – Revaluation

Camden County’s most recent Schedule of Values became effective January 1, 2001. This 2001 Schedule of Values was based upon sales data collected in 1999 and 2000.

This spring, with home refinancing being done by property owners taking advantage of the low interest rates, the Tax Office received complaints that the assessed value was too low. Without an assessed value close to the assumed market value, property owners either had to purchase a private appraisal or could not refinance at a higher level (or get as high a home equity loan). In reviewing some of the data, the Tax Administrator found assessed values at 50% (and lower) of market or less.

A synopsis of real estate sales in 2002 (January 1 through December 31) was provided to the Commissioners. The Tax Office has compared the sales prices of the properties to their assessed value, which yields a sales ratio. The closer the ratio is to 1.000, then the closer the appraised value is to the sales price. If a ratio is more than 1.000, then the buyer paid less than the assessed value. If a ratio is less than 1.000, then the buyer paid more than the assessed value.

This sales ratio is critical since North Carolina law says that properties should be assessed at fair market value. If it isn’t, then when a tax rate is applied then the person with the lower assessed valued relative to market value is effectively paying less (or shouldering less of the tax burden) than a person whose assessed value is closer to the market value.

In reality, it is difficult (if not impossible) to assess each parcel exactly at its market value. However, for purposes of fairness, it is important to periodically review and update the Schedule of Values.

In reviewing the attached 2002 Sales Ratio data, it is interesting to note the following average sales tax ration by township:

South Mills Township	0.7462
Courthouse Township	0.8823
Shiloh Township	0.9377
Countywide	0.8580

For the entire County, the 0.8580 is noticeably low but not of deep concern. However, for it to be that low just one (1) full year after the 2001 Schedule of Values took affect is of concern. The State requires revaluation every eight (8) years, but if this disparity continues along the present trend line, the County will be way out of alignment in just a few years.

For the disparity to be so keen between townships is of deep concern and shows the rising property values in South Mills Township.

The County may conduct a revaluation whenever it wishes, but revaluations can now cost \$200,000 to \$300,000, if it includes a new Schedule of Values, new computer systems, and field checking all buildings. If the Commissioners find that a revised Schedule of Values is likely needed, the Commissioners could look at doing just that portion of a revaluation.

Pursuant to law, the Commissioners annually appropriate money into a Revaluation Reserve Account. By the end of FY2003-04, Revaluation Reserve Account will have \$106,600 available.

The issue warrants close monitoring. In September, staff will give the Commissioners updated sales ratios for the first six months of 2003.

Mary Rhodes was present to answer any questions.

Hearing no objections, Chairman Jennings directed the County Manager to work with the Tax Administrator: a) to study and report back on alternative assessment methods for vehicle and mobile home values; b) contact the Department of Revenue for someone to attend a Commissioners meeting; c) and to contact reputable firms to obtain information and costs estimates for updating the existing Schedule of Values; and d) report back to the Commissioners in September.

Camden Village Core Sewer Project

Eric Weatherly, Hobbs Upchurch, and David Credle, Water Department, gave the Commissioners an update on the progress of the Camden Village Core Sewer Project. Background materials on the Project were distributed by Mr. Weatherly.

The "Tax Loan" can be avoided in it entirety if the Commissioners direct that \$490,000 in grant reimbursement for land purchase be put back into the project and that \$10,000 be transferred to the Project from the General Fund.

Commissioner Rountree made a motion to direct that \$490,000 in grant reimbursement for land purchase be put back into the Project and that \$10,000 be transferred to the Project from the General Fund. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Hearing no objections, Chairman Jennings so ordered a Project Ordinance be drafted for the July 21 meeting.

The Commissioners also discussed issues regarding connection to the Sewer System and hearing no objection, the Chairman directed the County Manager to draft a connection policy for consideration at the July 21 meeting.

South Mills Village Sewer Project

Eric Weatherly, Hobbs Upchurch, gave the Commissioners an update on the progress of the South Mills Village Core Sewer Project and the Community Development Block Grant (CDBG) application relating to this Project.

Commissioner Rountree made a motion to authorize Hobbs Upchurch to move forward to begin applying for permits relating to the South Mills Village Sewer Project and to include \$240,000 budget in the Camden Village Core Project Ordinance for upsizing the plant to 250,000 gallons per day. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Dismal Swamp Canal Trail Project – Agency Agreement

Eric Weatherly stated Hobbs Upchurch has been applying for permits on the County's behalf leading towards construction of the Dismal Swamp Canal Trail. To be able to apply for the required Army Corps of Engineers permit, the firm needs specific approval to act as the County's agent for the permit process.

Commissioner Rountree made a motion to authorize Hobbs Upchurch & Associates to act as agent for the County for the purpose of applying for any permits necessary relating to the design, construction and operation of the Dismal Swamp Canal Trail. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Closed Session

Commissioner Jeralds made a motion to go into closed session pursuant to G.S. 143-318.11(a)(5) for the purpose of property acquisition. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

There being no further matters coming before the Commissioners in closed session at this time, Commissioner Rountree made a motion to come out of closed session and back into regular session. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Budget Amendments

On June 16, the Commissioners held a long discussion during the budget approval process regarding the status of a County Development Director, Planner, and Permit Technician. In the end, the Commissioners voted to delay looking for a County Development Director until given the approval by the Board of Commissioners to advertise the position and declined to hire a Planner, but directed staff to come back on July 7 with a budget amendment to reclassify the Permit Technician (Grade 61) to a Permit Officer at Grade 66 so that it reflects additional duties and puts the position on par with the new Code Enforcement Officer position (Grade 66).

Job descriptions for the new Code Enforcement Officer position and the new Permit Officer position were provided for review.

Several FY2002-03 budget amendment requests were submitted from the Finance Officer for the Commissioners approval.

Commissioner Rountree made a motion to approve reclassification of Permit Technician at Grade 61 to Permit Officer at Grade 66. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Commissioner Jeralds made a motion to approve budget amendments as submitted from the Finance Officer. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Hearing no objections, Chairman Jennings so ordered the County Manager to contact Becky Veazy, MAPS Group, to answer questions regarding the Performance Pay Plan at the August meeting.

The approved Budget Amendments are as follows:

2003-BA-48

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

School Capital Reserve Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on 7th day of July, 2003.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2003.

AMOUNT			
CODE NUMBER	DESCRIPTION OF CODE	INCREASE	DECREASE
75-6820-745	CCHS Vital Upgrade	2,000,000.	
75-3480-221	QZAB II	2,000,000.	

Explanation: Approved and Funds received FY 02-03

Total Appropriation in Current Budget.....	\$2,340,324.
Amount of Increase of above Amendment.....	2,000,000.
Total Appropriation in Current Amended Budget.....	\$4,340,324.

We, the Board of County Commissioners of Camden County, hereby approve the changes in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 7th day of July, 2003. Passed by majority vote of the Board of County Commissioners of Camden County on the 7th day of July, 2003.

Chairman, Board of CommissionersVice-Chm. Bd Commissioners

Clerk to Board of Commissioners

2003-BA-49

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

General Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on 7th day of July, 2003.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2003.

AMOUNT			
CODE NUMBER	DESCRIPTION OF CODE	INCREASE	DECREASE
10-4200-02	Salaries	360.56	
10-4300-01	Board Salaries	25.00	
10-5000-02	Salaries	80.44	
10-6050-02	Salaries	180.14	
10-4500-02	Salaries		646.14

Explanation: Final year-end adjustments for Auditor.

Total Appropriation in Current Budget.....	\$6,784,526.91
Amount of Increase of above Amendment.....	-0-
Total Appropriation in Current Amended Budget.....	\$6,784,526.91

We, the Board of County Commissioners of Camden County, hereby approve the changes in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 7th day of July, 2003. Passed by majority vote of the Board of County Commissioners of Camden County on the 7th day of July, 2003.

Chairman, Board of Commissioners	Vice-Chm. Bd Commissioners	
Clerk to Board of Commissioners		
		2003-BA-50
BUDGET AMENDMENT		
CAMDEN COUNTY ADMINISTRATIVE UNIT		

South Camden Water/Sewer Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on 7th day of July, 2003.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2003.

AMOUNT			
CODE NUMBER	DESCRIPTION OF CODE	INCREASE	DECREASE
30-7200-02	Salaries	134.32	
30-7100-02	Salaries		134.32

Explanation: Final year-end adjustments for Auditor.

Total Appropriation in Current Budget.....	\$737,749.00
Amount of Increase of above Amendment.....	-0-
Total Appropriation in Current Amended Budget.....	\$737,749.00

We, the Board of County Commissioners of Camden County, hereby approve the changes in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 7th day of July, 2003. Passed by majority vote of the Board of County Commissioners of Camden County on the 7th day of July, 2003.

Chairman, Board of Commissioners	Vice-Chm. Bd Commissioners
Clerk to Board of Commissioners	

Budget Amendments – Board of Education

Commissioner Rountree made a motion to approve several budget amendments from the Board of Education as submitted for the Commissioners approval. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

The approved budget amendments are as follows:

Budget Amendment	BA-051
Camden County Schools Administrative Unit	

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of June, 2003, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2003.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		12,904.00
5200	Special Instructional Programs	6,176.00	
5400	Co-Curricular Instr. Programs	1,910.00	
5800	Student Services	3,262.00	
5900	Other Instructional Programs		159.13

6100	Pupil Support Services	650.00	
6200	Instructional Staff Support Serv.	3,780.00	
6300	Administrative Support Services	9,548.00	
6500	Business Support Services	30,445.00	
6600	Central Support Services	4,175.00	
6900	Other Supporting Services		422.00
<hr/>			
Explanation: +\$20,000.00 Fund Balance for Transportation; +\$405.87 CRSI;+\$17,785.00 Textbook Revenue; +\$8,270.00 More At Four			
Total Appropriation in Current Budget		\$ 1,614,108.42	
Amount of Increase /Decrease of			
Above Amendment		46,460.87	
Total Appropriation in Current Amended Budget		\$ 1,660,569.29	

Passed by majority vote of the Board of Education of Camden County on the 12 th day of June, 2003.	We the Board of County Commissioners of Camden County hereby approves the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of July 2003.
<hr/> Chairman, Board of Education	<hr/> Chairman, Board of County Commissioners
<hr/> Secretary, Board of Education	<hr/> Clerk, Board of County Commissioners

BA-052

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2003, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2003.

Code Number	Description of Code	Amount	
		Increase	Decrease
9123	CCHS Vital Upgrade Project	3,000,000.00	
<hr/>			
Explanation: Revenue - \$1,000,000.00 County Loan; \$2,000,000.00 QZAB Loan			
Total Appropriation in Current Budget		\$ 7,884,865.56	
Amount of Increase /Decrease of			
Above Amendment		3,000,000.00	
Total Appropriation in Current Amended Budget		\$ 10,884,865.56	

Passed by majority vote of the Board of Education of Camden County on the 28 th day of June, 2003.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of July, 2003.
<hr/> Chairman, Board of Education	<hr/> Chairman, Board of County Commissioners

Secretary, Board of Education	Clerk, Board of County Commissioners
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BA-053

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2003, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2003.

Code Number		Description of Code		Amount	
				Increase	Decrease
5100		Regular Instructional Programs			70.00
5200		Special Instructional Programs			375.00
5800		Student Services			35.00
5900		Other Instructional Programs			465.00
6200		Instructional Staff Support Serv.	70.00		
6400		School Adm. Support Services			2,245.00
6600		Central Support Services	2,025.00		
6900		Other Supporting Services	1,095.00		
Explanation:					
		Total Appropriation in Current Budget		\$ 1,660,569.29	
		Amount of Increase/Decrease of			
		Above Amendment		.00	
		Total Appropriation in Current Amended			
		Budget		\$ 1,660,569.29	

Passed by majority vote of the Board of Education of Camden County on the 28 th day of June, 2003.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of July 2003.
Chairman, Board of Education	Chairman, Board of County Commissioners
Secretary, Board of Education	Clerk, Board of County Commissioners

Pasquotank – Camden Library Board

A letter of resignation was received from Lori Worthington, who served on the Pasquotank – Camden Library Board of Trustees since July 1, 2000. Ms. Worthington’s term expires June 20, 2004.

Hearing no objections, Chairman Jennings so ordered a letter of appreciation be sent to Ms. Worthington and for staff to publicize availability of seat on Library Board, accept volunteer forms, and provide names of volunteers to Commissioners at their August 4 meeting.

Cooperative Extension – Interim Extension Director

An email was provided from Dr. Russell King, current Interim Extension Director, proposing that Travis Burke, Pasquotank County Extension Director, be appointed the new Interim Extension Director for Camden County. Dr. King stated that Mr. Burke would receive a small stipend for this extra duty and that funding for the stipend would come out of the State share of Cooperative Extension salaries.

Commissioner Jeralds made a motion to approve Travis Burke as Interim Extension Director for Camden County until a suitable replacement has been found, with emphasis as Interim and not long term. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Cooperative Extension – FCS/4-H Agent

According to Dr. Russell King, Interim Extension Director, Cooperative Extension has received several qualified applications for the Family and Consumer Science/4-H Agent position. As such, he anticipates that an offer will be made and that a person will fill the position by the beginning of August.

Due to all the turmoil in the Cooperative Extension office, the Commissioners placed salaries for the Director and the Family and Consumer Science/4-H Agent elsewhere in the FY2003-04 budget. Transferring the salaries back into the Cooperative Extension budget requires action by the Commissioners.

Hearing no objections, Chairman Jennings so ordered to defer action until interviews are conducted and the Commissioners have been notified who Cooperative Extension plans to hire.

Intern and Receptionist

Presently and through late August, Ashlee Rose is serving as both the intern and the receptionist in the County Manager's Office. She has excellent office skills, and knows the application software for both the *Free Press* and the web site. For these reasons, she is being paid the hourly rate of the receptionist (Grade 57), which is presently \$8.49.

Ashlee will be attending Elizabeth City State University this fall but has agreed to continue working on the *Free Press* and the web site. She will work approximately fifteen (15) hours in the office. Given her skills, the County Manager recommended that her pay rate continue to be the hourly equivalent of a receptionist (Grade 57).

Funding for this increased amount is available without any change in the budget since the receptionist position will likely not be filled until after Ashlee goes to school. (Advertising for the vacant full time receptionist position has been halted until August, but an unsolicited applicant who is qualified with the computer skills would be interviewed.)

Commissioner Shaw made a motion to authorize the County Manager to continue employment of part time receptionist and intern as intern after August 26 for an average of fifteen (15) hours per week at an hourly equivalent of Grade 57, which is presently \$8.49. The motion passed with Commissioners Rountree, Shaw and Chairman Jennings voting aye; Commissioner Jeralds voting no; and Commissioner Riggs absent and no Commissioner not voting.

Rural Transportation Coordinating Committee (RTCC)

On June 25, the Rural Transportation Coordinating Committee (RTCC), the technical advisory group for the Rural Transportation Advisory Committee (RTAC) on which Commissioner Jeralds serves as the Camden County voting delegate, met and took up several items of interest.

First, of the top five (5) projects ranked in the entire region, three (3) were in Camden County. Number one was the phase 1 of the US158 widening project and number three was phase 2. Number five was additional work on US158 from Pasquotank through Camden into Currituck County. However, rather than voting on the ranking at this meeting, the RTCC voted to create a series of corridors and Camden County would be in the Camden/Currituck/Dare corridor, which would focus primarily on US158, US168, NC12 and the Mid-Currituck Bridge. At the next meeting, these corridors will be delineated on a map and then a complete recommendation of the corridors and the rankings within the corridors would be given to the RTAC for recommendation to the NCDOT Board Member (Stan White).

Second, the RTCC elected new officers, Webb Fuller of Nags Head was named Chairman and Carl Classen was named Vice Chairman. Meetings of the RTCC are typically held quarterly, and the next meeting is scheduled for September 3 in Columbia.

No action required. No action taken.

Gumberry Property

The demolition work at the Gumberry Property continues and should be concluded in late July. At that time, the property will be available to the Commissioners for consideration of future use.

The property is slightly less than four (4) acres with lengthy frontage along Gumberry Road and a small access strip to NC343 at the railroad tracks. A tax map and tax information card is attached for the Commissioners information. The property is zoned Community Core, which allows for light retail and also allows for second-story dwelling units above first-floor commercial space.

The Commissioners have essentially three (3) options available to them regarding the future of the property, though the three (3) options can be wrapped into myriad alternatives. Those three (3) options are:

- A. Place the property up for bid and sell to the highest bidder and recover as much of the demolition cost as possible.
- B. Use the property for economic development purposes (e.g., a business incubator) or other governmental purposes (e.g., county offices, recreation building).
- C. Partner with a developer on a commercial endeavor where the County puts up the land and developer puts up a building and proceeds are split between the County and the developer.

The property should be available for any of these three (3) options beginning in August.

Following discussion, no action taken pending completion of the demolition work.

Sheriff's Department – Bulletproof Vest Grant

The Bureau of Justice Assistance recently announced that Camden County had been awarded a 50% grant for two (2) bulletproof vests under the federal government's "FY2003 BULLETPROOF VEST PARTNERSHIP GRANT PROGRAM".

The local match is \$510 and is presently believed to be able to come from existing capital outlay within the Sheriff Department FY2003-04 budget.

Commissioner Rountree made a motion to approve acceptance of grant award under the Bulletproof Vest Partnership Grant Program, authorize \$510 local match, and authorize Sheriff, County Manager, Finance Officer and other officials necessary to sign and execute all documents in support of the grant award and local match. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Maps and Copy Fees

Staff is printing out more maps regularly for the public. This will increase greatly in 2004 with the elimination of the aerial photo Mylar's. The aerial photos will be in color and color printing is a large expense to the County.

Commissioner Jeralds made a motion to approve the following fee schedule for copies and/or maps:

B/W Copies

Up to 8 ½ X 14	\$0.15 per copy
Larger than 8 ½ X 14	\$0.35 per copy

(Two-sided copy is two copies)

Blue Vacuum Frame Maps: \$5.00 per sheet

Zoning Maps and Aerial Photos

Up to 8 ½ X 14	\$3.00 per sheet
Larger than 8 ½ X 14	\$10.00 per sheet

The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Mileage Reimbursement

Hearing no objections, Chairman Jennings so ordered travel expenses reimbursement for Stanley Ward for work performed as a Building Inspector for Camden County.

Closed Session

Commissioner Jeralds made a motion to go into closed session pursuant to G.S. 143-318.11(a)(4) for the purpose of discussing personnel. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Commissioner Shaw made a motion to approve the Closed Session Minutes of the June 11 and June 16, 2003 meetings. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

There being no further matters coming before the Commissioners in closed session at this time, Commissioner Rountree made a motion to come out of closed session and back into regular session. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Chairman Jennings stated that the Commissioners had conducted the evaluations of the Sheriff and Register of Deeds in accordance with the County's Performance Pay Program and that they had found each of their performances satisfactory. Chairman Jennings also stated that it was the intent of the County Commissioners in the FY2003-04 budget that Ms. Kight could fill the vacant Deputy Register of Deeds position after she filled the new Assistant Register of Deeds position.

Commissioner Rountree made a motion to accept Carl Classen resignation as County Manager effective August 1, 2003. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

Adjournment

There being no further matters coming before the Commissioners, Commissioner Shaw made a motion to adjourn the meeting. The motion passed with Commissioners Jeralds, Rountree, Shaw and Chairman Jennings voting aye; no Commissioner voting no; Commissioner Riggs absent; and no Commissioner not voting.

The meeting adjourned at 12:35 PM.

ATTEST:

Jeff Jennings, Chairman
Camden County Board of Commissioners

Carl Classen
Clerk to the Board